



CITY OF OREGON CITY

CITY COMMISSION WORK SESSION

MINUTES

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Tuesday, August 10, 2021 at 6:00 PM

CONVENE WORK SESSION AND ROLL CALL

Mayor Rachel Lyles Smith called the meeting to order at 6:03 PM.

PRESENT: 5 - Mayor Rachel Lyles Smith, Commissioner Adam Marl, Commissioner Denyse McGriff, Commissioner Frank O'Donnell, and Commissioner Rocky Smith, Jr.

STAFFERS: 12 - City Manager Tony Konkol, Assistant City Recorder Jakob Wiley, Community Development Director Laura Terway, Public Works Director John Lewis, Economic Development Manager James Graham, Library Director Greg Williams, Police Chief Jim Band, Human Resources Director Patrick Foiles, Senior Planner Christina Robertson-Gardiner, Parks & Recreation Director Kendall Reid, Assistant Parks & Rec. Director Denise Conrad, and Aquatic & Recreation Manager Rochelle Anderholm-Parsch

FUTURE AGENDA ITEMS

1. List of Future Work Session Agenda Items

Tony Konkol, City Manager, discussed the upcoming items.

The Commissioners discussed the topic of changing the election process for City Commissioners and there was consensus to discuss at a work session and as a possible future ballot item. Commissioner Marl also requested a discussion changing the process for mayoral appointments to the Planning Commission and Historic Review Board.

The Commission discussed upcoming meetings and COVID issues.

The Commission discussed rearranging the agenda and there was consensus to move the discussion of agenda Item 5 to before agenda Item 2.

DISCUSSION ITEMS

2. Oregon City Parks and Recreation Financial Support & Sustainability Strategy Policy

Kendall Reid, Parks and Recreation Director, introduced Rochelle Parsch, Aquatic and Recreation Supervisor, who presented the staff report regarding cost recovery. Two documents were provided. First, the Department's master fee schedule that shows 2020 & 2021 rates, as well as projected rates for 2022 & 2023. The spreadsheet illustrated current cost recovery, cost recovery or tax subsidy goals, and the required percentage increase to reach established goals. The second, was the Department's communication plan. Staff recommended increases in fees to arrive at 30% cost recovery and then adjust by 3% per year thereafter.

Commissioner McGriff suggested an insert in the City's utility bill to inform the public of the proposed rates. Commissioner Smith asked if the Mountain View Cemetery and the Clackamette RV Park had been included with the policy. Ms. Parsch provided information for both of these locations. Commissioner Smith also asked about special event permitting and Ms. Parsch indicated she would provide that information after the meeting.

Commissioner Smith requested that the special event process issue be accomplished along with the pricing issue before the Commission would consider approving. Commissioner Smith expressed concerns with adopting only cost recovery pricing without addressing the process that has made it challenging to hold special events. Commissioner O'Donnell expressed his concern over the special event pricing of an entire park and also commented that he felt the RV Park pricing needed to be reexamined, as he felt the fees were underpriced. There was discussion regarding the pricing for individual benefit versus community benefit.

Mayor Lyles Smith asked what the staff needed from the City Commission. Mr. Reid asked for approval of the process proposed to raise the rates. There was consensus for Parks & Recreation come back with a more complete package with a master fee schedule and methodology for determining special event fees and Clackamette RV Park. Mayor Lyles Smith suggested providing information in the communication plan that demonstrates what benefits the public receives for rate increases.

3. Oregon City Parks and Recreation Department Deferred Maintenance Assessment & Capital Improvement Plan

Kendall Reid, Parks and Recreation Director, asked the City Commission to consider Item 3 before Item 2 to allow the consultant to depart the meeting. There was consensus to allow the rearrangement of the agenda.

Mr. Reid introduced the consultant Matt Anderson, who presented on the assessment of Parks and Recreation facilities. Oregon City Parks and Recreation worked with a consultant, BVTA (Bureau Veritas Technical Assessments LLC) to conduct a full system deferred maintenance assessment. The scope of services included an assessment of all facilities including all parks, the cemetery, recreation facilities, library, police station, city hall, train depot, community development, public works, senior center, pool, and museums. The assessment also included a thorough examination and lifecycle assessment of the buildings, property, and major systems including plumbing, mechanical, electrical, roofing, and general code compliance. The final information from the deferred maintenance assessment report details extensive capital cost factors. Funding strategies and options are crucial to address the extent of existing and future needs.

Commissioner O'Donnell asked if the expenditures listed were to keep the equipment in good condition or factored in replacement and Mr. Anderson indicated it reflects the current service level for any given piece of equipment or building. Commissioner McGriff discussed the historic controversy over plastic park equipment in historic neighborhoods.

Mr. Anderson discussed the projected systems expenditures associated with each property and the timeline of costs into the future. The Commission discussed the End of the Oregon Trail and the maintenance costs associated with the park and the buildings.

Commissioner Smith asked about specific structures at the End of the Oregon Trail site and whether they were included in the report. Mr. Reid indicated he would provide additional in-depth information to the Commissioners.

Commissioner O'Donnell asked whether the costs would become so great that it would require replacement. Mr. Anderson discussed that historic buildings or those with community value would just be more costly if maintenance was deferred.

The Commission discussed funding and whether a consultant should be hired to determine the next steps. Mr. Konkol discussed options for funding sources to address deferred maintenance.

Mr. Reid outlined possible next steps which included public outreach and an RFP process for a consultant and compile additional information for the Commissioners review.

4. Housing Choices Code Update (HB 2001)

This agenda item was postponed.

5. Oregon City Sidewalk Repair Assistance Program

John Lewis, Public Works Director, presented the staff report. Mr. Lewis discussed that the sidewalk buckling issue is widespread in the community. The Oregon City Municipal Code identifies the adjacent property owner as the responsible party for abutting sidewalk repairs and maintenance of frontage street trees. Though trees provide benefits such as stormwater retention, wildlife habitat, and reduced energy consumption, street trees often cause damage to abutting sidewalks. Street trees have caused significant damage in neighborhoods across the city, although it was the Wasco Acres, Trailview, and Tracey Heights subdivisions enforcement letter that spawned the latest discussion. At the May 25, 2021, City Commission meeting, the City Commission asked staff to address the neighborhood concerns with background and recommendations for moving forward.

Mr. Lewis discussed that City staff have struggled with finding the correct approach, whether that is Code Enforcement, Public Works, or a Community Development issue. Mr. Lewis discussed various options to address the issue, including the costs for each option. Mr. Lewis suggested that City funds should not be used for grinding sidewalks. Mr. Lewis discussed potential sources of funding, including the General Fund and the Transportation fund.

Mr. Lewis discussed the causes of sidewalk issues, including planting the wrong tree type, the wrong space, or incorrectly planted trees. Mr. Lewis discussed that curb-tight sidewalks could be a solution to provide more space for growth and reduce the potential damage to sidewalks, but the current development code does not allow curb-tight sidewalks. Commissioner McGriff commented on curb-tight sidewalks and that there is a pedestrian safety element that should be considered if the City were to discuss changing the current standard. Laura Terway, Community Development Director, commented on the Natural Resources Committee's work on updating the approved street tree list.

The Commission went through each policy question and provided input. There was consensus that an assistance program should be developed.

Commissioner McGriff would like to have the historical information provided at the time of Commissioner review at each site, if planting strips were done correctly and if the street trees were the proper species and planted correctly as well as other specifications at the time of development.

Commissioners O'Donnell and McGriff led discussion on creating a list of qualified contractors to provide this kind of work. There was discussion of a group permit and reducing costs.

There was discussion on inclusion of sidewalk grinding in any potential program and there was consensus to look at this element further with some additional investigation/information gathering. There was discussion of whether to include neighborhood associations in the process or policy for group permits.

CITY MANAGER'S REPORT

There was no City Manager's report.

Commissioner McGriff asked about the COVID-19 policy and steps moving forward for public meetings. Mr. Konkol provided examples of the policies and protocols City staff are following. There was discussion

on the process for opening City buildings during heat emergencies and the wearing of masks by Commissioners during in-person City meetings.

COMMISSION COMMITTEE REPORTS

- A. **Beavercreek Employment Area Blue Ribbon Committee** - *Commissioner Frank O'Donnell*
- B. **Citizen Involvement Committee Liaison** - *Commissioner Adam Marl*

Commissioner Marl updated on the Clackamette Cove mitigation funding presentation at the last CIC meeting.

- C. **Clackamas County Coordinating Committee (C4)** - Appointed: *Mayor Rachel Lyles Smith* Alternate: *Commissioner Adam Marl*

Mayor Lyles Smith discussed funding for the I-205 project and coordination with Metro.

- D. **Clackamas County I-205 Tolling Diversion Committee** - Appointed: *Commissioner Adam Marl* Alternate: *Commissioner Frank O'Donnell*

- E. **Clackamas Heritage Partners** - *Commissioner Rocky Smith, Jr.*

- F. **Clackamas Water Environment Services Policy Committee** - Appointed: *Commissioner Rocky Smith, Jr.*

- G. **Downtown Oregon City Association Board** - *Commissioner Denyse McGriff*

- H. **Metro Policy Advisory Committee (MPAC)** - Appointed: *Mayor Rachel Lyles Smith* Alternate: *Commissioner Denyse McGriff*

There was a Supported Housing update at the last meeting.

- I. **OC 2040 Project Advisory Team** - Appointed: *Commissioners Adam Marl and Denyse McGriff*

- J. **Oregon Governor's Willamette Falls Locks Commission** - *Vacant until State Appoints Mayor Rachel Lyles Smith*

- K. **Oregon City Tourism Stakeholder's Group** - Appointed: *Commissioners Frank O'Donnell and Rocky Smith, Jr.*

- L. **Oregon City/West Linn Pedestrian and Bicycle Bridge Concept Plan Project Advisory Committee** - Appointed: *Commissioner Denyse McGriff*

- M. **South Fork Water Board (SFWB)** - *Mayor Rachel Lyles Smith, and Commissioners Frank O'Donnell and Rocky Smith, Jr.*

- N. **Willamette Falls and Landings Heritage Area** - Appointed: *Commissioner Denyse McGriff* Alternate: *Commissioner Frank O'Donnell*

Commissioner McGriff discussed that Siobhan Taylor had suffered from a medical issue. They continue to meet and are working on a diversity and equity component.

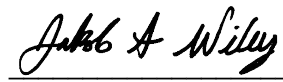
**O. Willamette Falls Legacy Project Liaisons - Mayor Rachel Lyle
Smith and Commissioner Frank O'Donnell**

Mayor Lyles Smith commented that she received complaints regarding houseless people in downtown, the pavement quality with the Beavercreek Road project and complaints regarding the land use and planning issues discussed in the last regular meeting.

ADJOURNMENT

Mayor Lyles Smith adjourned the meeting at 9:49 PM.

Respectfully submitted,

 for

Kattie Riggs, City Recorder